

STATEMENT OF OBJECTIVES (SOO)

Landing Gear Repair and Overhaul

1.0 Program Objectives:

The objective of the acquisition is to procure landing gear repair and overhaul work effort from a source dedicated in delivering a quality product within a maximum of 40-days at a fair and reasonable price.

2.0 Technical Objectives:

2.1 Select a repair source that demonstrates the ability and experience in the repair and overhaul of military and/or civilian aircraft landing gear that can furnish the necessary plant facilities, buildings, capacity, equipment, materials, trained personnel, and provide a solid quality program.

2.2 Although the repair and overhaul requirements are in accordance with specific USAF technical orders, the repair source should have the flexibility and knowledge to develop and provide alternate repair schemes, cost-effective solutions on parts, and provide technical and engineering advice to Hill AFB technical organizations.

2.3 An AFMC form 202 is used to request engineering assistance for parts that do not conform to the technical data found in the applicable technical orders. The repair source should have the flexibility to develop a similar form that meets or exceeds the data requirements found on AFMC form 202.

2.4 The repair source shall develop a method of communication to be used with the cognizant Hill AFB engineering on matters concerning materials substitutions, waivers, deviations, process and process control deviations, quality and material deficiency reports, and any other situations that requires the attention and approval of the cognizant Hill AFB engineer.

3.0 Contract Objectives:

3.1 Develop and award a contract that meets the needs of the war fighter.

3.2 Provide flexibility to adapt to contingencies resulting from changing schedules and workload requirements.

3.3 Minimize costs and/or improve mission readiness through process improvements, increased efficiency in supply chain management, minimize flow days, and minimize overhead from business development or other efficiencies, as applicable.

4.0 Management Objectives:

4.1 The management objective is to allow the repair source the maximum flexibility to innovatively manage the projected schedule, performance, risks, warranties, subcontracts, and data to provide serviceable landing gear items on time to meet war fighter requirements.

(DRAFT)
DEPARTMENT OF THE AIR FORCE
HEADQUARTERS OGDEN AIR LOGISTICS CENTER (AFMC)
HILL AIR FORCE BASE, UTAH

APPENDIX A
12 Sept 2002

WORK SPECIFICATION

TYPE WORK: ESSENTIAL REPAIR PROG MGR: ROB MARTIN
TYPE EQUIPMENT: LANDING REAR REPAIRABLE OFFICE/PHONE: LILAA/77610
END ITEMS

CONTENTS

1. GENERAL

1.0 INFORMATION

1.1 DELIVERABLE DATA REQUIREMENTS

1.2 DEPOT REPAIR RESPONSE TIME REQUIREMENTS

2. WORK REQUIREMENTS

2.0 GENERAL

2.1 SPECIFIC WORK REQUIREMENTS

3. TECHNICAL ORDERS AND OTHER DIRECTIVES

3.0 TECHNICAL DATA REQUIREMENTS

3.1 APPLICABLE TECHNICAL ORDERS AND DIRECTIVES

3.2 TECHNICAL ORDER DEVIATION

4. TERMS EXPLAINED

1. GENERAL

1.0 INFORMATION

1.0.1 This Work Specification establishes the minimum work requirements for essential repair necessary to restore the Landing Gear repairable end item to a serviceable condition.

1.0.2 All work performed by the contractor will comply with the instructions, technical orders, and data requirements contained in this specification. Additional work not covered after contract award will be negotiated by the CO through the ACO prior to the start of work.

1.0.3 The contractor shall expend no effort under this work specification for additional engineering, design, or development of the end item or related components.

1.0.4 The functional capabilities for which the end item was designed shall not be changed, modified, or altered unless such changes are directed by OO-ALC/LILEN through the LILA Program/Production Manager.

1.1 DELIVERABLE DATA REQUIREMENTS

1.1.1 The Contractor shall establish and maintain a program and procedures that will provide status of maintenance production, asset management, condemnations, problems encountered, accountability and stock balances of GFP end items and financial accounting and inventory control of GFM IAW CDRL Exhibit No. A (GOO9).

1.1.2 The Contractor shall record equipment identification data, flight data, operational or maintenance status, historically significant maintenance actions, and installed item inventory data IAW CDRL Exhibit No. B (AFTO FORM 95).

1.1.3 The Contractor shall establish capability to advise the procuring activity and Major Command monitor of errors or omissions and other recommended changes to T.O.'s of technical nature, which prevents adequate performance of functions required for mission accomplishment IAW CDRL Exhibit No. C (DI-TMSS-80229) (AFTO FORM 22).

1.1.4 The Contractor shall establish a Repair/Modification/Overhaul status report that tracks repair of each end item through the repair line IAW CDRL Exhibit No. D (DI-MGMT-80933)

1.2 DEPOT REPAIR RESPONSE TIME REQUIREMENTS (DRRT)

The contractor is responsible to achieve and maintain rapid DRRT, with the government acknowledging its responsibility in this process to support the contractor. The following are areas the contractor shall use in support of DRRT requirements:

1.2.1 The Contractor is authorized to retain all condemned end items for use in cannibalization down to the Shop Repair Unit (SRU) level for use in the repair process. Approval to proceed with cannibalization shall be approved by the OO-ALC/LGHLA Program/Production manager.

1.2.2 The Contractor is authorized to **rob back** Shop Repair Units (SRU) from Line Repair Units (LRU) in order to repair the LRU for the purpose of expediting deliveries. This robbback is accomplished when the schedule is critical and the part within the LRU in work is unserviceable and will take an unacceptable amount of time to repair or order and replace.

1.2.3 The Contractor is authorized a rotatable pool of major long-lead components in order to expedite the turnaround of the end item. Rotable spares can be serviceable or non-serviceable depending on the availability. The rotatable pool inventory shall be maintained and replenished by the contractor. The following rotatable spares are authorized for the contract:

<u>NSN</u>	<u>P/N</u>	<u>W/S</u>	<u>NOUN</u>	<u>QTY</u>
1620-00-954-8000	388074-11	C130	Piston NLG	5
1620-01-270-3196	388046-9	C130	Cylinder MLG	10
1620-00-574-3346	3303590-1	C130	Cylinder NLG	5
1620-00-862-4057	388059-11	C130	Piston MLG	10
1620-00-084-2104	65-1265-8	KC135	Piston MLG	5
1620-00-927-4739	65-5763-17	KC135	Cylinder MLG LH	5
1620-00-959-2078	65-5763-18	KC135	Cylinder MLG RH	5
1620-01-157-0020	458-56119-1	KC135R	Inner Cyl MLG	5
1620-01-159-0200	458-56159-1	KC135R	Outer Cyl MLG LH	5
1620-01-161-9754	458-56159-2	KC135R	Outer Cyl MLG RH	5
1620-00-919-2742	1583-85ASP	KC135	Axle, AFT	10
1620-00-919-2743	1583-209	KC135	Axle, FWD	10
1620-01-154-8986	458-56116-1	KC135R	Axle, AFT	10
1620-01-154-8987	458-56115-1	KC135R	Axle, FWD	10

1.2.4 Mission Capability (MICAPS) will be identified to the contractor and work priorities will be set by direction of the OO-ALC LGHLA program/production manager.

2. WORK REQUIREMENTS

2.0 GENERAL

2.0.1 It shall be considered uneconomical to accomplish repair on an end item when the total cost for parts, materials, and labor exceed 75% of the stock list price (identified in the contract) of a new item. The contractor will notify the OO-ALC/LILA Program/Production manager through the CO for authorization to accomplish repair or condemn the item.

2.0.2 Parts or materials used shall be equal to or exceed the original requirements of the technical data cited herein. In the event deviation from the technical data is required, and the contractor desires use of a substitute part, an approval request in letter form will be submitted through the CO who will obtain the appropriate engineering approval.

2.0.3 Serviceable precision matched or mated component parts shall be handled in a manner to ensure their reinstallation as a matched set.

2.0.4 Maintenance on the reparable end items and components shall be accomplished using only current technical data.

2.0.5 If any applicable technical data is changed, revised, amended, or supplemented after award of contract, and an increase or decrease in work requirements is involved, the contractor will submit in writing to the CO a breakdown of hours and processes affected. The CO will submit breakdown to the OO-ALC/LGHLA Program/Production manager who will obtain the approval/disapproval from the cognizant OO-ALC engineer.

2.0.6 The Contractor shall check for unauthorized or unacceptable maintenance performed on the end items by other sources. If unauthorized or unacceptable maintenance is suspected or verified, notify by letter to the OO-ALC/LGHLA Program/Production manager through the CO.

2.0.7 The Contractor shall replace damaged marking, identification and decals. Each completed end item will be permanently and legibly marked with the contractor facility identification. This identification will display the name of the contractor facility, date of maintenance, and contract number. This identification can be decalcomania, rubber stamp or stencil. When using rubber stamp or stencil, use permanent waterproof ink or paint of contrasting color. Also, end item identification plates shall reflect the latest modification/update, i.e. National Stock Number and Part Number.

2.0.8 The Contractor shall provide in writing, results of investigations accomplished on PQDR's to the cognizant OO-ALC/LGHLEN engineer.

2.0.9 The Repair Support contract line item is used to support special projects by OO-ALC/LILE engineering division. Upon direction from OO-ALC/LILA Program/Production manager, special projects will include prototyping, testing, evaluation, and stress analysis reporting. OO-ALC/LILA Program/Production manager will only utilize the contract line item, upon request to the contractor.

2.0.10 The Premium Time/Overtime contract line item is used to support MICAP and Critical requirements. The contract line item will be funded when there exists a need to expedite repair through the contractor facility in order to support MICAP/Critical requirements.

2.0.11 The Contractor Acquired Property line item (0014) procedures are outlined in Paragraph 3 of the Appendix B.

2.0.12 The contractor shall provide at a minimum, a 1-year workmanship warranty on all repair contract line items within the contract. The terms of the warranty will become part of the contract once awarded.

2.1 SPECIFIC WORK REQUIREMENTS

2.1.1 The strut overhaul under this contract involves a complete disassembly, cleaning and paint removal, nondestructive inspection, reassemble, and repainting. Additional processes will be dictated by an evaluation of the components. Those processes include, but are not limited to, machining, grinding, stripping of plated coatings, and replating.

TABLE 1

Table 1 lists the major processes required to accomplish. The various technical orders will define all of the processing required. These processes, in conjunction with the referenced specifications, will define the required process controls.

Note that many of these processes are regulated in the United States under OSHA and EPA regulations. Reference to a regulated process under either OSHA or EPA is not meant to mean those are the only regulated processes. It is the contractor responsibility to identify the affected processes and comply with all applicable regulations.

PROCESS	OCCURRENCE and TECHNICAL DATA	COMMENT
1. Complete disassembly	100% Applicable technical data is T.O. 4S-1-182 and the specific component technical order.	Disassembly includes removal of bushings unless specifically exempted by the specific component technical order.
2. Clean and paint removal	100% Applicable technical data is T.O. 4S-1-182.	May use either abrasive blast or chemical paint removal techniques. Will produce a regulated hazardous waste stream.
3. Cadmium and anodize strip	As needed Applicable technical data is T.O. 4S-1-182 and MIL-STD-871	Cadmium removal may be necessary to comply with OSHA standards for cadmium exposure.

4. Non-destructive inspection (NDI)	<p>100% initially and as required by additional processing.</p> <p>Applicable technical data is 4S-1-182, the specific component technical order, ASTM-E1417, ASTM E1444, and other specifications as required by the specific technical order.</p>	<p>The primary inspection methods are fluorescent penetrant for non-ferrous components and fluorescent magnetic particle for ferrous components. Other methods will be as required by specific component technical order. All inspectors shall be certified per NAS410, Level II. Certifying officials shall be level III certified.</p>
4a. Temper etch inspection	<p>100% following grinding and/or machining of steel heat-treated above 180,000 psi.</p> <p>Applicable technical data is MIL-STD-866 and MIL-STD-867.</p>	
5. Hydrogen embrittlement relief bakes	<p>100% on steel heat treated over 180,000 psi following processes with potential hydrogen generation.</p> <p>Applicable technical data is 4S-1-182, the specific component technical order, and the specific process specifications.</p>	<p>Bakes are usually 4 or 23 hours depending on the process and usually must start within 4 hours of the embrittling process. The usual bake temperature is 375 +/- 25 degrees F. Other bake criteria may be required or authorized by specific process specifications. A bake is required following stressing operations such as grinding.</p>
6. Evaluation	<p>100%</p> <p>Applicable technical data is 4S-1-182 and the specific component technical order.</p>	<p>Determines the further processing required. This involves visual examination of the component and various dimensional checks. A temperature controlled inspection area is required. Temperature control must be such that part tolerances can be accurately measured and maintained.</p>

<p>7. The following processes are typical of the processing most parts will require. The requirement is established during the evaluation.</p> <p>Machining Grinding (based metal) Stripping of various electroplated and anodic coatings Shot peening Reapplication of coatings such as: Chrome Nickel Electroless nickel Cadmium nickel or IVD Aluminum Anodize Phosphate coating Conversion coatings Grinding coating to finish size</p>	<p>As determined by the evaluation step.</p> <p>Applicable technical data is T.O. 4S-1-182, the specific component technical order, and the specific process specifications. The following are typical specifications. The list is not meant to be all inclusive. Other specifications may be required by the technical data.</p> <p>MIL-STD-866 MIL-STD-871</p> <p>SAE-AMS-S-13165</p> <p>MIL-STD-1501 MIL-STD-868 MIL-C-26074 MIL-STD-870 MIL-DTL-83488 MIL-A-8625 MIL-DTL-16232 MIL-C-5541 MIL-STD-866</p>	<p>Most of these processes are governed by specifications. The process and coating must meet the specifications. The process control requirements of the specifications must be compiled with (Reference the general strut technical order, 4S-1-182 for use in lieu of process control).</p> <p>All processes must be controlled per technical data. Chemical processing solutions shall be analyzed as necessary to keep the process in control. All ovens shall be checked at least annually to verify accurate bake temperatures and uniformity within the oven. All critical measuring equipment shall be calibrated. Records shall be maintained of all process control actions.</p>
<p>8. Bushings Installation</p>	<p>100% for those components that had bushings removed during disassembly.</p> <p>Applicable technical data is 4S-1-182 and the specific component technical order.</p>	<p>New bushings are required except as authorized by the specific component technical order.</p>

9. Assembly	100% as required by the end item. Applicable technical data is T.O. 4S-1-182 and the specific component technical order.	
10. Test	As required by the technical data The applicable technical data is T.O. 4S-1-182 and the specific component technical order.	
11. Paint	100% as required by the end item. The applicable technical data is T.O. 4S-1-182	Most components or assemblies require painting. Some minor components do not.

TABLE 2

Table 2 lists typical processes and the accompanying routing that most components will require. Specifically, it shows typical process routes for steel and aluminum components since they are the most predominant. Other alloys will have their own routing. These tables are not a complete list of processes. They are intended to give an idea of the processing required.

**DISASSEMBLY
CLEAN AND PAINT STRIP**

STEEL	ALUMINUM
Cadmium strip Bake FMPI(1) E & I (3) Machining Strip plating Initial grinding Temper etch Bake (4 hrs within 8 hrs) Shot peen Hone Re-plate* Bake (4 or 23 hrs within 4 hrs)* Final grind*	Anodize strip FPI(2)/eddy current Conductivity inspection E & I (3) Machining Shot peen Grind/hone Anodize, Type II & III Hone Install bushings Assemble Test Paint

Bake (4 hrs)* (*Repeat as necessary for all areas requiring plating) FPI (2) Cadmium plate or IVD aluminum coat Bake (23 hrs w/in 4 hrs, cadmium only) FMPI (1) Install bushings Assemble Test Paint (1) Fluorescent magnetic particle inspection (2) Fluorescent penetrant inspection (3) Evaluation and inspection	
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3. TECHNICAL ORDERS (T.O.'s) AND OTHER DIRECTIVES

3.0 TECHNICAL DATA REQUIREMENTS

3.0.1 The contractor shall maintain all T.O.s applicable to this requirement in a current status IAW T.O. 00-5-1, distribution IAW T.O. 00-5-2. The contractor shall comply with the latest dated T.O.s and other directives used or issued during the time the work is being accomplished and perform a timely review of all updated T.O.s and other directive changes applicable to the work requirement. The review will consider the impact on work requirements cost and schedules with backup data for those changes. Increases or decreases in work, which impact the maintenance facility or the government, will be sent through the ACO to the CO for negotiation and approval, prior to beginning work.

3.1 APPLICABLE TECHNICAL ORDERS AND DIRECTIVES

3.1.1 Compliance with the following technical orders and directives listed below are mandatory for all items produced on this contract.

A. GENERAL (As applicable)

T.O. 00-5-1	AF Technical Order System
T.O. 00-5-2	AF Technical Order Distribution System
T.O. 1-1-691	Cleaning and Corrosion Control
T.O. 33B-1-1	NDI Methods
T.O. 4S-1-182	General Strut T.O.

B. REPAIR T.O.s

KC135: 4A4-12-3 / 9H2-3-30-3 / 4SA6-5-3 / 4S2-30-3 / 4A4-12-23 / 4SA3-7-13 / 9H2-2-39-3 / 4S1-56-3 / 4S1-49-3

E3: 4S2-78-3 / 4S1-102-3 / 4A4-25-3 / 4S2-79-3 / 4SA2-51-3 / 4S1-107-3 / 4A4-24-13 / 4S1-106-3 / 4S1-104-3 / 4S1-105-3 / 4S1-103-3 / 4BA4-116-3

C130: 16G1-182-3 / 16C1-12-10-13 / 4S1-37-3 / 4SA3-26-3 / 4S2-23-3 / 4S1-69-13 / 9H2-2-80-3 / 4SA6-7-3 / 16G3-2-48-23 / 16G3-2-81-3 / 16G3-2-87-3 / 4S1-37-4 / 16G1-152-3

KC135R: 4S1-119-3 / 4A4-30-3 / 4S1-118-3 / 4S1-110-3 / 4SA6-33-3 / 4SA3-7-13

C. ADDITIONAL DIRECTIVES

MIL-STD-865: Selective (Brush Plating) Electrodeposition

MIL-STD-868: Nickel Plating, Low Embrittlement, Electrodeposition

MIL-STD-871: Electro-Chemical Stripping of Inorganic Finishes

MIL-STD-866: Grinding of Chrome Plated Steel and Steel Parts, Heat Treated to 180,000 PSI or over

MIL-STD-1503: Preparation of Aluminum alloys for surface Treatments on Inorganic coating

MIL-HDBK-1568: Materials and processes for corrosion prevention and control in aerospace weapon systems

MIL-STD-45662: Refer to ISO 10012-1 and ANSI-Z540-1 as Alternatives to STD-45662, Calibration systems requirements

MIL-DTL-83488: Coating, Aluminum, High purity

MIL-C-26074: Coatings, Electroless Nickel

MIL-C-15074: Corrosion Preventive, Fingerprint Remover

MIL-PRF-81322: Grease, Aircraft, General purpose, wide temperature range

MIL-PRF-81773: Sealing and coating compound, corrosion inhibitive

MIL-STD-1504: Abrasive Blasting

ASTM-E1444: Inspection, Magnetic particle

MIL-A-8625: Anodic coatings for aluminum and aluminum alloys

MIL-C-5541: Chemical conversion coatings on aluminum and aluminum alloys

MIL-PRF-16173: Corrosion preventive compound, solvent cutback, cold-application

MIL-C-11796: Corrosion preventive compound, petrolatum, hot application

SAE-AMS-H-6088: Heat treatment of aluminum alloys

MIL-PRF-23377: Primer coatings: Epoxy, High-solids

MIL-R-46082: Retaining compounds, single component, Anaerobic

SAE-AMS-S-13165: Shot Peening of metal parts

ASTM-E1417: Inspection, Liquid Penetrant

NAS847: Caps and plugs, Protective, dust and Moisture Seal

SAE-AMS-C-8837: Coating, Cadmium (Vacuum Deposited)

MIL-PRF-85285: Coating, Urethane, Aliphatic isocyanate, for aerospace applications

SAE-AMS-H-6875: Heat treatment of steel raw materials

TT-P-1757: Primer coating, alkyd base, one component

MIL-PRF-83936: Remover, paint, tank type; for Aircraft wheels, Landing gear components, and other Aircraft and support equipment.

MIL-STD-869: Flame Spray

MIL-STD-1500: Cadmium-titanium plating, low Embrittlement, Electrodeposition

MIL-STD-867: Temper etch inspection

MIL-STD-870: Cadmium plating, low Embrittlement, Electrodeposition

MIL-STD-1501: Chromium plating, low Embrittlement, Electrodeposition

NOTE: Primary source for military specifications is:

Department of the Navy
Standardization Document Order Desk
Building No. 4
700 Robins Ave
Philadelphia, PA 19111-5094
Web: <http://www.dodssp.daps.mil>
Phone: (215) 697-2179/2667
Fax: (215) 697-1462

3.2 TECHNICAL ORDER DEVIATION

3.2.1 Technical order deviation AFMC form 202 is used to request engineering assistance for part(s) that do not conform to the tech data found in the applicable tech order. The contractor may use a similar form that meets or exceeds the data requirements found on AFMC form 202.

3.2.2 The contractor shall develop a method of communication to be used with OO-ALC on matter concerning materials substitutions, waivers, deviations, process and process control deviations, quality and material deficiency reports, and any other matter that requires the attention and approval of the cognizant OO-ALC/LGHLEN Engineer.

4. TERMS EXPLAINED:

4.0 “ACO”: The Administrative Contracting Officer.

4.1 “CO”: The Contracting Officer.

4.2 “End-Item”: The item furnished to the contractor for maintenance.

4.3 “Essential Repair”: The minimal parts, labor, and processes required restoring an item to a serviceable condition.

4.4 “IAW”: In Accordance With.

4.5 “Production Management Specialist (PMS)”: That individual who develops and prepares the Contract Maintenance Purchase Request (PR) package, and is the program manager for the duration of the contract. PMS, as used in this document, refers to the production manager, office, and phone indicated on the title page of this Appendix A.

4.6 “Repairable”: An unserviceable item that can have maintenance performed to restore it to a serviceable condition.

4.7 “Reparable”: An unserviceable recoverable end-item that may or may not be repairable and refers to its logistics status.

4.8 “Serviceable”: Capable of meeting the requirements and performing the function for which designed or modified and meets all test requirements established by this work specification and the technical data.

4.9 “Technical Data”: All government and contractor drawings, specifications, standards, Technical Orders (T.O.s), technical manuals, and all other technical publications necessary to restore an item to a serviceable condition.

4.10 “Update”: To bring an end-item up to the latest acceptable government approved configuration without changing its original form, fit, or functional capability.

4.11 “PQDR”: A Product Quality Deficiency Report is used to identify quality problems and resolutions to the cognizant OO-ALC engineer.

4.12 “SRU” A shop repair unit at the component level.

4.13 “LRU” A line repair unit at the end item level.

4.14 “Program Manager” That individual who is responsible for program execution.

4.15 “MICAP” Grounded aircraft in need of a serviceable asset. Require immediate attention.

**HQ OGDEN AIR LOGISTICS CENTER
UNITED STATES AIR FORCE
HILL AIR FORCE BASE, UTAH**

APPENDIX B

Date: 09 Oct 02

CONTRACT NO :

PURCHASE REQUEST NUMBER: FD2020-03-24430

ABBREVIATED CONTRACT NO:

PMS/IM: Rob Martin

OFFICE: OO-ALC/LGHLAA

PHONE: 801-777- 7610

SUPPLY INFORMATIONN

TYPE WORK: ESSENTIAL REPAIR

TYPE EQUIPMENT: LANDING GEAR REPARABLE END ITEMS

TYPE SUPPORT: GFM, CAP, GFP, ST/STE/IPE

TABLE OF CONTENTS

	Page
1. Terms Explained	1
2. Government Furnished Property (GFP/ GFM)	2
3. Contractor Acquired Property (CAP)	2
4. Contractor Communications Network (CCN) via the Internet and VOLTS/ DAMES.	3
5. Contractor Property Control Records.....	3
6. Stock Levels of Government Furnished Material.....	4
7. Reorder Points.....	5
8. Uniform Material Movement and Issue Priority System.....	5
9. Military Standard Requisitions and Issue Procedures (MILSTRIP).....	6
10. Actions Required on Supply Status.....	6
11. Production Problems.....	6
12. Disposition of Government Property.....	7
13. Discrepancies Incident To Shipment.....	8
14. Disposition of Condemned Government Property.....	8
15. Contractor Reporting	9
16. Visits.....	9
17. Other	9

LIST OF ATTACHMENTS

1. Instructions for Preparation of GFM Requisitions.....	10
2. Instructions for Preparation of Turn-In Documents.....	12
3. Requisition Priority Designator Chart.....	14
4. Government Furnished Material Authorized.....	15
5. GFM and End Item Production Reporting Requirements (CCN/G009).....	16
6. Special Tooling/Special Test Equipment / Industrial Plant Equipment.....	19

File Number: OO/1620/02/4082

PR Number: FD2020-03-24430

Prepared By: OO/ALC/ LGMC

PURPOSE STATEMENT

This Appendix B is part of the contract and provides detailed instructions pertaining to the management and control of government owned property and instructions/guidance on how the property is obtained, maintained, protected, controlled, accounted for, and disposed of. These instructions expound the general guidance given in Federal Acquisition Regulation (FAR), Part 45.5, which is incorporated by reference and made part of this contract. When the provisions of this appendix conflict with existing FAR, Part 45, or other government directives, the contractor will contact the contracting officer at OO-ALC for guidance.

1. **TERMS EXPLAINED :** Terms and definitions are included in the regulations referenced in paragraph 18 of this appendix and are supplemented as follows when applicable:
 - a. **Government Property (GP):** All property owned by or leased to the government or acquired by the government under the terms of the contract. Government property includes both Government furnished property (GFP) and contractor acquired property (CAP) as follows:
 - (1) **Material Support Division (MSD) Items:** Items that have an ERRC code of C (XD1) or T (XD2). These items are referred to as line replacement units (LRU) and shop replacement units (SRU) respectively. Also referred to as an investment or non-consumable item.
 - (2) **System Support Division (SSD) Items:** Items that have an ERRC Code of N (XB3) or P (XF3). Also referred to as expense or consumable items.
 - (3) **Government Furnished Material (GFM):** Government property furnished to the contractor which may be incorporated into or attached to an end item to be delivered under a contract, or that may be consumed in the performance of a contract. It includes, but is not limited to, raw and processed material, parts, components, and assemblies.
 - (4) **Contractor Acquired Property (CAP):** Property procured by the contractor, using government funds designated for CAP purchases, and provides for in the performance of a contract, title to which is vested in the government. **NOTE:** All CAP receipts must be reported through the G009 system and contain the correct total price (acquisition cost plus negotiated fee). Cap becomes GFM when receipted by the contractor.
 - (5) **Bench Stock:** Low cost, high usage, and non-sensitive consumable material stored in work areas for contract performance. Quantities of such stock shall not exceed that amount normally consumed in a thirty-day period, nor the amount established in the contractor's approved property control system (normally used for broken units of issue).
 - (6) **Contractor furnished property (CFP):** Property other than GFP or CAP, which is furnished and funded by the contractor as part of the maintenance service provided. Title to all CFP remains with the contractor until consumed.
 - (7) **Government-Furnished Equipment (GFE):** An all-inclusive term to define all types of equipment defined in Far, Part 45. It includes facilities, plant equipment, agency peculiar property, and special tooling/ special test equipment. For the purpose of annually reporting dollar values on Department of Defense (DoD) property in the custody of contractors (DD Form 1662), items must be categorized according to the specific FAR property definitions.
 - b. **Production Management Specialist (PMS):** An individual assigned by the contracting activity to act as liaison for production, supply, and transportation issues.
 - c. **Administrative Contracting Officer (ACO):** A contracting officer assigned the responsibility for post award functions related to the administration of a government contract in the field. The ACO is normally located in the Defense Contract Management Agency (DCMA) office. The ACO is responsible for ensuring the contractor performs in accordance with the terms of the contract.
 - d. **Procuring Contracting Officer (PCO):** The person responsible for entering into a contract on behalf of the government. The PCO will ordinarily be located at the funding ALC.
 - e. **Abbreviated Contract Number:** An eight position alpha-numeric designator that represents the contract number and is used in requisitioning material and reporting transactions in the G009 Government Furnished Material and End Item Transaction Reporting System. The first position is for the ALC and the remaining seven positions are the control number.

- f. **Contractor Communications Network (CCN):** Provides the contractor with an electronic means of transmitting (through the Internet) Government Furnished Material and End Item Transaction Reporting System (G009) data transactions and requisitions for supplies.
 - g. **Defense Automatic Addressing System Center (DAASC):** The center for automatic data processing located at Wright-Patterson AFB, Ohio.
 - h. **DAASC Automated Message Exchange System (DAMES):** The automated system providing the capability to communicate with DAASC through a modem using a standard dedicated telephone line.
 - i. **Virtual On-line Logistics Transaction System (VOLTS):** A Windows-based version of DAMES by which users have the capability to communicate with the Air Force via an asynchronous modem over a dial-up line or via the Internet.
2. **GOVERNMENT FURNISHED PROPERTY (GFP):**
- a. National Stock Numbers (NSN)/ Part Numbers (PN): Contractor is authorized to requisition GFP as listed on the attachment to this Appendix B. GFM identified in the attachment includes direct parts and materials. The contractor will not requisition, procure, nor be provided with, any other materials by the government. All GFM, as government property, will be retained in a secured storage area.
 - b. GFE, if authorized on this contract, is identified per attachment to this Appendix. The contractor will comply with the GFE-related clauses in the basic contract. While the GFE is in the possession of the contractor, it is the contractor's responsibility to provide routine maintenance and calibration of the GFE to ensure the GFE is returned to the government in the same condition as when provided less normal wear and tear. GFE will not be requisitioned until it is actually required and will be turned in when no longer required.
 - c. The contractor will requisition the applicable supply management publications through the Contract Administration Office (CAO). Essential publications are the following::
 - (1) FEDLOG is a logistical information system. The contractor will provide a CD-ROM reader capable of reading a 4.72-inch compact disk. The CD-ROM reader must conform to High Sierra and ISO 9660 Standards.
 - (2) DoD 4000.25-1-M, Military Standard Requisitioning and Issue Procedures (MILSTRIP).
 - (3) DLA Customer Assistance Handbook.
 - (4) Other automated sources with information equivalent to that found in the FEDLOG.
- NOTE: Attachments to this Appendix B are applicable to this contract only if such attachments are listed on the cover page and accompany this document. Otherwise, such items do not apply to this contract.**
3. **CONTRACTOR ACQUIRED PROPERTY (CAP) :**
- a. The contractor shall only procure CAP authorized by the ACO, using government funds set aside for that purpose, to prevent production slippage or work slippage or work stoppage. Acquisition will not normally exceed quantities required for immediate consumption. CAP will be retained in a secured storage area and treated as GFM (to include reporting all CAP transactions through the G009 system). The contractor shall insure that quantities obtained with CAP funds are canceled from requisitioning backorders to prevent accumulation of GFM in excess of stock levels authorized. In addition, the contractor will process the receipt of CAP material through the G009 Transaction Reporting System using the actual cost of the material. This cost must agree with the billing submitted to the ACO for payment.
 - b. The contractor to the Contract Administration Office (CAO) shall submit each month, billings for actual CAP expenditures supported by invoices. These expenditures shall be identified by NSN, CAGE Code, Part Number, Noun, ERRC, quantity purchased and cost per item. Expenditures for CAP shall be limited to the amount of CAP funds authorized on this contract.
 - c. The contractor will not use CAP funds for other than GFM identified by National Stock Class NSC) on page 15 without prior, written permission of the PMS or ES.
 - d. The contractor shall acquire only CAP that has been developed and produced to meet federal/military standards and specifications or an industry standard adopted by the Department of Defense. The contractor shall contact the ACO if there is doubt as to whether or not proposed CAP meets appropriate standards and specifications.

NOTE: The contractor shall not order GFM or Purchase CAP material for any other contract by using requisitioning procedures or CAP funds assigned to this contract.

**4. CONTRACTOR COMMUNICATIONS NETWORK (CCN) :
INTERNET AND VOLTS/ DAMES**

- a. The success of any contract depends upon how fast and efficient communications are passed to the sources of supply (SOS) for MILSTRIP documents transmitted or received, Reports of Discrepancies (ROD'S) SF Forms 364 (DAMES) and Government Furnished Material and End Item Transaction Reporting System (G009) (Internet) transactions to the contract managing ALC.
- b. The purpose of the CCN is to improve the flow of supplies to the contractor and to facilitate reporting of GFM transactions, inventory status, end item production and reporting shipping discrepancies ROD's (SF364). This is accomplished by providing a direct on line (Internet) data and narrative message service interface between the contractor and DoD logistics activities.
- c. The G009/ GFM interface to the DoD supply system will be provided by the contractor through the Internet. The Virtual Online Transaction System/DAASC Automated Message Exchange System (VOLTS/DAMES) software is resident on the Internet and instructions on how to access this file and initial training will be provided by DAASC.
- d. Initial MILSTRIP/ GFM training will be provided by DAASC, the cost will be borne by the government. Any retraining required by the contractor may result in travel to the managing ALC; the cost will be borne by the contractor.
- e. The contractor shall be required to provide the CCN hardware in accordance with attachment five. The hardware upkeep, maintenance and operational cost (including personnel) shall be borne by the contractor. Contractors will be required to ***transmit daily***, transactions providing the status of contracts i.e. Receipt, Input to work, Production and Shipment of End Items. **In addition, the contractor will be required to log on to the Internet daily to obtain shipping information regarding incoming and out going shipments. This also applies to contractors using mainframe to mainframe reporting.**
- f. OO-ALC/ LGPC, will be advises of system failures which cannot be corrected within 24 hours.

5. CONTRACTOR PROPERTY CONTROL RECORDS:

- a. The official property records are described in FAR, subpart 45.505. The contractor shall establish a property control record for each line item. Property records shall be kept current at all times, and an audit trail shall be maintained from property acquisition to consumption in use or final disposition. Property accounting records, including debit and credit support document, are considered part of the official government contract records.
- b. FAR 45.505-1 states the basic information required on all material records, whether mechanized or manual, as follows:
 - (1) Name, description, and National Stock Number (NSN)
 - (2) Quantity received (for fabricated in house), issued, on hand, and on order
 - (3) Unit of issues (each, feet, etc.)
 - (4) Unit price (from receipt document or stock list data)
 - (5) Contract or project number relating to contract.
 - (6) Location
 - (7) Posting references (to include support documentation (i.e., issues, receipts, inventory recording, etc., and dates of transactions)
 - (8) Disposition
- c. In addition to FAR requirements, the following data is required to enable requirements planning and stock control:
 - (1) Quantity due in (on order or being fabricated)
 - (2) Expendability, recoverability, reparability category (ERRC) code

- (3) Stock levels and reorder points
- (4) Quantity per assembly (QPA) from Material Requirements Listing (MRL) or Technical Order (TO)
- (5) Replacement percentage factor (from actual experience or MRL)
- (6) Commercial and Government Entity (CAGE) code number
- d. FAR, Subpart 45.505-14 describes the annual report, which gives the acquisition cost of all GP in the contractor's custody. Details for completing this report are on the reverse side of DD Form 1662, DoD Property in the Custody of Contractors. This form is available from the Property Administrator.
- e. Other reports may be required in accordance with FAR, Subpart 45.508, 45.6, and the Contract Data Requirements List (CDRL). DD Form 1423.
- f. In addition to the above, a separate record of requisition numbers shall be maintained and shall include the NSN of the item requisitioned, the unit of issue, the quantity requisitioned, the document number, and the date the item was received by the contractor. The record shall be kept current at all times.

6. STOCK LEVELS OF GOVERNMENT FURNISHED MATERIAL (GFM) :

- a. Initial stock levels of GFM (ERRC N and P) shall be initially computed by the contractor for the first 60 day requirements. A minimum monthly quantity estimate shall be provided if the actual quantity is unknown. The contractor's historical data, should be used to establish stock levels, provided the data is not more than 18 months old. If no historical data is available, the contractors shall contact the PMS for assistance in establishing these levels. **NOTE:** Long lead-time items should use all of the pipeline times allowed plus historical data. Maximum levels may be maintained in these cases.
- b. This appendix specifies the maximum stock levels of GFM authorized to be on hand or order at any given time. These levels shall be maintained **ONLY** in those instances when the contractor's usage and/or reorder time experience justifies a need for the maximum levels to prevent production slippage or work stoppage. Minimum stock levels will be maintained as a normal procedure.
- c. Computation of stock levels begins when the number of end items to be repaired and in what time frame is determined. Apply the following when this determination is made:
 - (1) Stock levels are a combination of pipeline time (in months) and stockage objective (in months). Note, however, that pipeline time shall be excluded by the contractor in determining initial stock levels. A stock level is the maximum months of stock authorized to be on hand or on order at any time.
 - (2) The following elements of information apply as a sample for the computation of stock levels:

CONUS

ERRC CODE	ERRC DESIGNATOR	PIPELINE TIME	STOCKAGE OBJECTIVE	STOCK LEVEL
T	XD2	31Days +	45Days =	76 Days (2 ½ Mo.)
N	XB3	31Days +	45Days =	76 Days (2 ½ Mo.)
P	XF3	31Days +	45Days =	76 Days (2 ½ Mo.)

NOTE : For OVERSEAS requirements, use the following pipeline time:

*	To Alaska, Hawaii, South America, Caribbean, North Atlantic	69 Days
**	To Northern Europe, Mediterranean, Africa	74 Days
***	To Western Pacific	84 Days

- (3) Formula for computing stock levels:

(a) Computing the Monthly Demand Rate (MDR)

1. Divide the number of end items to be repaired/overhauled each year in accordance with the contract by 12 and multiply this by the quantity per end item. Example: the yearly production scheduled quantity is 60 each, and the quantity per end item is 10 each ($60:12=05$, $05 \times 10=50$).
2. Obtain the replacement percent from the percent column of the contractor's replacement history. Example: the replacement percent for a given item is 50%. Multiply this percent by the MDR computed above to obtain the applicable net MDR ($.5 \times 50=25$ net MDR).

(b) The stock level equals the MDR multiplied by the number of months for stockage objective and pipeline time. Example : For an ERRC Code T item, the stockage objective of 1.5 months, and pipeline time of 1 month is multiplied by the MDR of 25 ($1.5+1=2.5$, $2.5 \times 25=62.5$, rounded to 63 stock level quantity).

(c). For low usage (round up to 1 each), low dollar items (under \$30.00 stock-listed price (SLP), a safety level of three each or an equivalent unit of issue will be established and maintained.

7. **REORDER POINTS:**

- a. Reorder for additional GFM will be predicated on future delivery orders.
- b. If projected production requirements of contract line items are not received during the first 60 days, no additional GFM will be ordered or procured, and in stock GFM will be maintained for the next 60 days.
- c. If projected production requirements of contract line items are not received during the first 129 days, the contractor shall request disposition instructions from the PMS.
- d. The reorder point (in months) represents the number of months of stock required to be on hand or on order to support issues/demands during the pipeline time required to requisition and receive replenishment requirements.
- e. The reorder point (in months) shall be established as the pipeline time.
- f. The reorder point quantity shall be established by multiplying the reorder point by the MDR. Example: for an ERRC Code T (XD2) item, a one month reorder point times 25 MDR equals a reorder point quantity of 25.
- g. A reduced pipeline time shall be used whenever the contractor's experience reflects pipeline time is less than authorized above. The PMS through the ACO must approve an increase to the authorized pipeline time.

8. **UNIFORM MATERIAL MOVEMENT AND ISSUE PRIORITY SYSTEM (UMMIPS) :**

The contract buying office has assigned a Force Activity Designator (FAD) II to this contract for use in determining the proper requisition priority. Requisition priority is determined by relating the FAD to the Urgency of Need Designator (UND).

- a. On FAD II, only use priority 02, 05, and 12
 - (1) UND "A" and FAD II equals **Priority 02. Use this priority when a work stoppage exists or will exist if material is not received with eight days.**
 - (2) UND "B" and FAD II equals **Priority 05. Use this priority when production capability will be impaired if material is not received within normal order and shipping times.**
 - (3) UND "C" and FAD II equals **Priority 12. Use this priority when requisitioning initial operating stock and for normal stock replenishment.**
- b. The objective of proper stock control is to have all requirements planned well in advance where only the lowest priority (12) is used. The use of high priority for stock replenishment is poor stock management and serves to defeat the priority system.

9. MILITARY STANDARD REQUISITION AND ISSUE PROCEDURES (MILSTRIP) :

The DoD 4000.25-1-M gives detailed guidance on accomplishing MILSTRIP requisitions, modifiers, and follow-up actions. This can be accomplished electronically via VOLTS/DAMES or manually processed by submitting a DD Form 1348-1 to the PMS> The contractor shall prepare and process requisitions in accordance with regulation, as supplemented by the following:

- a. The contractor shall ensure all items and quantities are authorized and the requisitions are properly prepared in accordance with the MILSTRIP format, Attachment One of this appendix. A requisition control record will be maintained and document numbers assigned to each day's requisitions. Entries will be maintained to indicate date, material requisitioned, material on order, and material received.
- b. In the event an item is urgently required to prevent a production slippage or work stoppage, the contractor shall take the following actions:
 - (1) Requisition the GFM required to relieve the production stoppage, with an advice code of 2C (fill or kill) in card columns 65-66 and priority 02 in card columns 60-61. The requisition quantity should not exceed the quantity required to relieve the production slippage or work stoppage. At the same time, take action to cancel any requisitions, currently on back order, for this item and input a new requisition with the adjusted quantity. **NOTE: A normal requisition using code 2L must be submitted first. If unacceptable status is received, then use the advice code 2C.**
 - (2) Upon receipt of the denied 2C requisition (status code "CB" from the SOS), and with the approval of the ACO, the contractor will locally procure the item with funds specified in the contract. **NOTE: A Document modifier will be used to adjust the on order quantity of the original requisition.**
- c. The contractor will submit all manual requisitions to the PMS at OO-ALC/ LGPC.
- d. When material requisitioned is to be shipped to a supplemental station activity address other than the contractor's home location, the contractor will enter the supplemental address (EZ station number) in card columns 45-50 and signal code L in card columns 51.
- e. Requisition follow-ups, modifiers, cancellations etc., will be routed to applicable routing identifier codes that are identified in the DLA Customer Assistance Handbook.

10. ACTIONS REQUIRED ON SUPPLY STATUS CODES:

- a. An Advice code may be entered in card columns 65 and 66 of the requisition to provide instructions to the SOS when such data is considered essential to a supply action. The SOS to advise the contractor of the action taken, after the requisition was processed inserts a status code in the same field.
- b. Once requisitions are input, there is a continuing need to monitor the returned status codes. This is because each requisition must pass an edit check to ensure the item and quantity is valid under the terms of the contract. Also, some supply status codes may ask the requisitioning unit to revalidate, provide additional information, or further justify the request for the item or quantity requisitioned. Failure to reply can cause the requisition to be canceled.

11. PRODUCTION PROBLEMS:

- a. The contractor shall report all potential supply support deficiencies that could cause production slippage or work stoppage to the ACO, PCO, the GFM Manager, and the PMS at the managing ALC. Additional information on report preparation is available in AFMCI 21-134, Volume I. This data will be forwarded to the managing ALC via the VOLTS through the Internet. These reports shall identify the GFM items that are critical or have long procurement lead times and the work stoppage date. If problems are not resolved, the contractor shall report them to the ACO. The ACO will forward all problems to the PCO and the PMS.
- b. Contract line items received with missing MSD components: The contractor will immediately process a Report of Discrepancy (ROD), SF Form 364 and provide the missing item report, including the ROD number, to the ACO with a copy to OO-ALC/ ---- PMS. The

report will specify the missing items by NSN. Additional information on report preparation is available in AFR 400-54, Reporting of Item and Packaging Discrepancies.

12. DISPOSITION OF GOVERNMENT PROPERTY :

- a. These instructions apply to all government owned property, or property procured with government funds, which is determined to be excess, by the contracting ALC, for the fulfillment of this contract.
- b. If a follow-on contract is being awarded or is in the negotiation or solicitation stage, the existing GFM/GFP may be retained to the extent required to support the current contract and the follow-on contract.
 - (1) Within 90 days prior to contract expiration, the contractor shall submit a letter to the managing ALC requesting retention and eventual transfer of GFM/GFP to the follow-on contract. The letter must contain the following information: noun, NSN, Part Number, ERRC, dollar value, and Quantity on hand to be retained.
 - (2) If the retention/ transfer of GFM is approved, the contractor shall submit a "ship in place" document" to the PCO . Copies of transfer documents shall be furnished through the ACO and PCO to the PMS, OO-ALC/ LGPC and/or GFM management office.
 - (3) If the managing ALC disapproves the retention of the GFM/GFP, disposition instructions will be provided to the contractor. All disposal procedures should be completed within 30 days from receipt of instructions.
 - (4) If the follow-on contract is awarded to other than the incumbent, the following applies:
 - aa. The incumbent will provide a listing of all GFM by NSN/PN and Quantity to the PMS and / or GFM management office.
 - bb. GFM will be packaged and identified in accordance with existing FAR regulations and shipped per instructions of the PMS.
- c. In the event this contract or any delivery order placed against this contract is terminated, the disposition instructions for GFM/GFP, determined to be excess, will be provided by the PMS through the PCO.
- d. The contractor shall review stock positions on all GFM every 90 days. The contractor will request disposition instructions from the PMS within 30 days following the determination that GFM exceeds projected needs.
 - (1) If the contractor identifies excess GFM following the stock position review, he will prepare the excess (document identification code FTE) transaction in accordance with attachment Two. The FTE action will result in an FTR response with three options:
 - aa. Hold and come back in 90 days
 - ab. Ship to _____ (credit will be given)
 - ac. Destroy (plant clearance)
 - (2) When the contract is within 60 days of completion, the contractor shall review all requisition control records. All back order requisitions for which a positive supply action has not been received will be cancelled and a new requisition with an advice codes 2C (fill or kill) in card columns 65-66, will be submitted. The new requisition quantity will be limited to the amount required to complete the contract.
 - (3) The contractor shall obtain disposition instructions from the PMS for unserviceable investment items that re removed from the end item and will not be repaired under the terms of the contract. Unserviceable expense items removed from the end item shall be condemned and disposed of in accordance with paragraph 13 of this appendix.
 - (4) 4. The contractor shall prepare a listing of excess local purchase (LP), local manufacture (LM), AF managed items coded on the stock list as JCD (deleted), and those items coded N (expense) on the stock list regardless of condition or line item dollar value. The list shall include GFP by NSN, part number, noun, quantity, and dollar value, and the list will be submitted through the ACO to the PMS for disposition instructions.
 - (5) Serviceable AF stock-listed items with a \$50.00 or more total line item (Refer to G009 end-of-month report, Inventory Section, Value of Serviceable Column) will be returned to the funding ALC.

- (6) Items valued at less than \$50.00 total per line item (Refer to G009 end-of-month report, Inventory Section, Value of Serviceable Column) shall be disposed of by the contractor using plant clearance procedures.
 - (7) The contractor shall use DD Form 1348-1 A, DoD Single Line Item Release/Receipt Document, for turn-in of GFP, Instructions for completion of this form are attached. (Attachment 2)
 - e. Directed Disposal:
 - (1) Contracting ALC representatives, during a visit, may direct on-the-spot disposition of excess material discovered. Representatives of the ALC, the contract administration activity, and the contractor must be in agreement that such items are excess to total contract requirements prior to disposal action.
 - (2) The PMS will give the contractor in writing, for all NSN/PN's and quantities to be eliminated from stock.
 - f. The contractor shall assure that all excess reparable contracted end items being returned to the AF have the note "Contract excess" entered on the DD1348-1A (shipping document) to preclude ALC recording of such excess as additional reparable generations. The contractor shall insure that excess contracted end items are returned to the contracting ALC unless another address is specified by the ACO.
 - g. Package and Shipment of Expense Items:
 - (1) Expense items still in their original package shall be shipped as is.
 - (2) All remaining expense items shall be **packaged "Level A"** and **shipped "Level C"** in accordance with MIL-STD 2073-1C, "DoD Material, Procedures for Development and Application of Packaging Requirements." (Part 1 of 2 Parts)
 - (3) The contractor may use commercial packaging if equal to or better than MIL-STD 2073-1C.
 - (4) The contractor should refer to the basic contract for cost of packaging and shipping.
- 13. DISCREPANCIES INCIDENT TO SHIPMENT:**
- a. The following are the most common discrepancies: Items that are Mis-identified or have variations in quantity, items in dubious condition, non-requisitioned items, lost/damaged parcel post, or items with excessive packaging. These discrepancies will be reported on SF Form 364, Report of Discrepancy (ROD) (ref AFR 400-54). A ROD can also be submitted through the VOLTS via the Internet. The completed form will be forwarded through to CAO/QA activity for corrective action. The items received and reported on SF Form 364 as overages will be processed according to the disposition of excess GFM criteria specified in this appendix. Transportation discrepancies are reported on SF Form 364, in accordance with AFJI 24-228.
 - b. Misdirected shipments of GFM shall be immediately reported to the Property Administrator (PA) by telephone, with a follow-up in writing, within three workdays. The PA will issue appropriate disposition instructions for the misdirected items. Excess items received by the contractor will not be receipted into the G009 system until the Report of Discrepancy has been completed and instructions provided.
- 14. DISPOSITION OF CONDEMNED GOVERNMENT PROPERTY:**
- a. Unserviceable GFM (ERRC code N & P items) shall be condemned and disposed of at the contractor facility in accordance with the terms of this contract and/or government approved scrap procedures.
 - b. Disposition instructions for all ERRC code C & T items, such as critical, MSD, and save list items that are condemned during the performance of this contract, shall be requested through the PCO from the ALC.
 - c. The contractor shall submit a listing of "condemned ST/STE" to the contracting ALC. The listing shall identify the condemned items by NSN, PN, noun and quantity and shall be submitted together with a letter of transmittal titled, "Request for Disposition of St/STE condemned on Contract Number-----." Disposition instructions will be provided by the contract managing ALC.
- 15. CONTRACTOR REPORTING:**

- a. The G009 system was implemented to support all DMAG repair contracts as they generate. The contractor will report in accordance with Data Item Description (DI-ALSS-81533C) Instructions pertaining to G009 reporting are contained in AFMCI 21-134 Vol. 1 and II.
 - b. The contractor submits GFM/End Item Transactions through the G009 to the funding ALC as required. The G009 compiles a monthly summary status report for GFM and End Items. The GFM reporting is an integral component of an industrialized contract maintenance program. To effectively manage under such a concept, it is essential that specific attention be focused on the inconsistencies in contractual provisions, reporting dates and validity of the data obtained. Continuous surveillance is necessary to ensure timely reporting and accuracy of data.
16. **VISITS:** Surveillance visits will be made by the ACO and /or the contracting ALC representatives when such visits are considered necessary, particularly in relation to contract material control and production schedules.
17. **OTHER:**
- a. The contractor shall not obtain GFP or purchase CAP material through the utilization of requisition codes or CAP funds assigned exclusively for this contract for any other contracts.
 - b. The contractor shall not transfer GFP charged to this contract to any other contract, contractor, or activity without the advance approval of the PCO through the ACO.

Attachment One

INSTRUCTIONS FOR PREPARING GFM/GFE REQUISITIONS

NOTE: For instructions in requisitioning Loan Equipment see Attachment Five

Card Columns 1-3 Enter the appropriate three-position code:

A0A if requisitioning by NSN/NATO stock number- A01 Overseas
A0B if requisitioning by manufactures part number- A02 Overseas
A0D if requisitioning by non-stock listed or kit number (NC,ND,K) A04-Overseas
A0E if requisitioning by manufactures part number and the part number will not fit in card Columns 8-22 or if a prior requisition was rejected and the item represent a valid requirement. The Identification Data portion of the DD Form 1348-6 will be fully completed.

Card Columns 4-6 Enter **F4M**

Card Column 7 Enter **S** (If Automated) or **T** (If Manual Reporting)

Card Columns 8-22 Enter the NSN or NSN/MMAC or Part Number. If the part number will not fit, enter as many characters as possible and include the part number in Block 1 of DD Form 1348-6.

Card Columns 23-24 Enter the two-position code for the Unit of Issue.

Card Columns 25-29 Enter the quantity required, prefix with zeros.

Card Columns 30-35 Enter your EZ number.

Card Column 36 Enter the last digit of the calendar year.

Card Column 37-39 Enter the Julian dates.

Card Column 40 Enter **M**

Card Columns 41-43 Enter a three-digit serial number. Number the requisitions consecutively. **Do not use the same number twice on the same day.**

Card Column 44 Enter the Demand Code (**R** if a recurring demand or **N** if non recurring.)

Card Column 45 Enter **Y**.

Card Column 46 Enter the last four of the contract years.

Card Column 47-50 Enter the last four digits of the contract number or order number to a basic ordering agreement.

Card Column 51 Signal Code **C**

Card Column 52 Enter **G** for OO-ALC

Card Column 53 Enter **R** for Industrial funds

Card Column 54-56 Enter Distribution Code **G88**

Card Columns 57-59 Project Code: Leave Blank

Card Column 60-61 Priority **02, 05, 12**

Card Column 62-64 Required Delivery Date

Card Column 65-66 Advice Code (i.e., 2L, 2C, and 2B)

Card Column 67-71 Leave Blank

Card Column 72 For ERRC “T” (reparable) coded items enter **“J”**

Card Column 73-80 Abbreviated Contract Number (**G000—**)

Attachment Two

INSTRUCTIONS FOR PREPARING SHIPPING DOCUMENT FOR GFP TURN -IN

NOTE: DD Form 1348-1 is the only authorized return document!!!!**DO NOT USE DD FORM 1149**

- Card Columns 1-3 Document Identifier **D6-**
- Card Columns 4-6 Routing Identifier **FGZ**
Enter the appropriate source of supply code. This is the agency that sent you the item.
- | <u>CODE</u> | <u>ALC/AGENCY</u> |
|-------------|-------------------|
| FGZ | OO-ALC |
| FHZ | OC-ALC |
| FLZ | WR-ALC |
- Card Columns 7 Status Code: **F (expendable supply item)**
G (Equipment/Recoverable item)
- Card Column 8-22 Stock Number of item being returned
- Card Column 23-24 Unit of Issue as shown on the stock list.
- Card Column 25-29 Quantity of items being returned
Note: If card column 72 is **J**, then the quantity shall be one.
If card column 72 is other than **J** then quantity shall be the quantity being returned.
- Card Column 30-43 Document Number :
- | | |
|-------------------|---|
| Card Column 30-35 | Enter contractors Activity Address Code (EZ#) |
| Card Column 36 | Enter numeric digit of calendar year. |
| Card Column 37-39 | Enter numeric consecutive day of the year. |
| Card Column 40-43 | Enter a four digit serial number assigned to each turn-in. The contractor returning the item will assign the serial number. |
- Card Column 44 Enter the Suffix Code or leave Blank
- Card Column 45 Enter Code **Y**
- Card Column 46 Enter last digit of contract year
- Card Column 47-50 Enter the last four digits of contract number.
- Card Column 51 Enter **C**
- Card Column 52-53 Fund Code **GR**
- Card Column 54 Distribution Code **R**
- Card Column 55 Leave Blank

Card Column 56 Enter one of the following as appropriate: **Y** if one of the following exist:
 (1) Turn-in is because the item had a latent defect when received.
 (2) Turn-in is because more material was received than requisitioned.
 (3) Turn-in is because the item received is not what was ordered.
 (4) Turn-in is serviceable GFM issued for testing purposes.
 (5) The item manager directs turn-in.
 Enter a **K** if the item being returned was originally requisitioned for
 loan/bailment.
 If one of these conditions are not met then **LEAVE BLANK**

Card Column 57-59 Project Code Leave Blank

Card Column 60-61 Priority

Card Column 62-65 Leave Blank

Card Column 66 Enter **R**

Card Column 67-69 Leave Blank

Card Column 70 Enter **A**

Card Column 71 Condition Code

Card Column 72 GFM Indicator Enter the following as applicable:
 F When returning GFM (serviceable)
 L When returning ST/STE
 J When returning GFM (unserviceable) MSD Budget code 8
 P When returning D coded material

Card Column 73-80 Leave Blank

Attachment Three

REQUISITION PRIORITY DESIGNATORS

		URGENCY OF NEED DESIGNATORS		
		Cannot Perform Mission or Contract Commitment	Mission Capability or Contract Commitment is impaired	Firm Future Requirement/ Stock Replenishment
Force Activity Designator (FAD)	I	1	4	11
	II	2	5	12
	III	3	6	13
	IV	7	9	14
	V	8	10	15
		REQUISITION PRIORITY DESIGNATOR		

- NOTE:**
- “A”** To be used when a work stoppage exists or will exist if material is not received Within eight days.
 - “B”** To be used when production capability will be impaired if material is not received within normal order and shipping times.
 - “C”** To be used in requisitioning initial operating stock required for scheduled contractual commitments and for stock replenishments.

Attachment Four

GOVERNMENT FURNISHED MATERIAL (GFM) AUTHORIZED FOR THE REPAIR AND OVERHAUL OF END ITEMS

The contractor is solely responsible to provide Contractor Furnished Property listed in attachment 4. A pool of rotatable spares as identified in Appendix A paragraph 1.2.3 is authorized in the quantities specified therein. The contractor is authorized to requisition Government Furnished Material component parts identified in the Repair Technical Orders listed in Appendix A paragraph 3.1.1 in National Stock Classes 1560, 1620, 1630, 1650, 1680, 2805, 2910, 3020, 3040, 3110, 3120, 3130, 4010, 4030, 4310, 4330, 4710, 4730, 4810, 4820, 5305, 306, 5307, 5310, 5315, 5320, 5325, 5330, 5331, 5340, 5342, 5360, 5365, 5935, 5945, 6930, 8030, 8040, 9505, 9525, 9905 as required to repair/remanufacture CLINS 0010-0134 and corresponding option CLINS.

Attachment Five

**CONTRACTOR COMMUNICATIONS NETWORK (CCN)
FOR
GOVERNMENT FURNISHED MATERIAL AND END ITEM PRODUCTION
REPORTING SYSTEM(G009) AND VOLTS/DAMES**

1. GENERAL:

- 1.1** The purpose of this attachment is to provide the specific conditions, hardware specifications and communications interface to support contractor GFM and /or End Item reporting requirements and supply requisitions.

2. HOST LOCATIONS:

- 2.1** A WEB Server located at Hill Air Force Base Utah(HAFB) will act as a host for G009 on-line transaction processing. The contractor shall be required to complete a DISA Form 41 for security access prior to log-on to the system. The DISA Form 41 must be returned to OO-ALC/ LGPC, 6009 Wardleigh Road, Hill AFB, Utah 84056-5838 for user ID's and Internet access. A facsimile (FAX) telephone number must also be provided for timely return of access ID. Contractors may request file transfer capability and will utilize FTP procedures provided by the managing Air Logistics Center (ALC) at the time of request.
- 2.2** The Defense Logistics Agency/ Defense Automatic Addressing System Office (DLA/DAASO) front-end computer at Wright Patterson Air Force Base (WPAFB), Ohio will act as host for GFM requisitions. The contractor shall be required to sign a DAAS Automated Message Exchange System (DAMES) customer license agreement that will be furnished by DAASC. The contractor terminal, using the dedicated telephone line provided by the contractor and the software provided by DAASO, will dial-up the DAASO computer to initiate the transmitting or receiving of requisition related information.

3. TECHNICAL CONSIDERATIONS:

- 3.1** The contractor shall provide the following hardware and software, at a minimum, to meet the specifications indicated:
 - 3.1.1** A 486 or faster Personal Computer (PC) with Internet accesses. The PC will require a WEB Browser Tool Personal Computer Hardware and Software and must be IBM compatible.
 - 3.1.2** Eight Megabytes (8MB) of Random Access Memory (RAM)
 - 3.1.3** Forty Megabytes (40MB) of Hard Disk Drive (HDD) space available.
 - 3.1.4** Q-BASIC Interpreter
 - 3.1.5** DOS 5.0 or higher
 - 3.1.6** Monitor (color or monochrome)
 - 3.1.7** Printer (configured at LPT1)
- 3.2 Specific DAMES Asynchronous**
 - 3.2.1** Hayes auto-modem or Hayes compatible
 - 3.2.2** 9600 baud rate capability or faster

- 3.2.3 Modem must be connected via direct dial telephone circuit
- 3.2.4 Asynchronous communications port (Configured as COM1 or COM2)
- 3.2.5 DOS Version 5.0 or higher. Version of DOS and BASIC Interpreter must be compatible.

4. RESPONSIBILITY OF CONTRACTOR:

- 4.1 Capability for direct dial telephone line hook-up for the system data transactions shall be provided by the contractor with no call waiting or other line interruption features. (DAMES access only)
 - 4.1.1 The contractor will receive DAMES software from DAASO. Immediately upon receipt, the contractor shall install the software and make electronic connectivity with DAASO. (DAMES access only)
 - 4.1.2 Initial training, if needed, will be provided by the contracting ALC. Follow-up training shall be the responsibility of the contractor.
 - 4.1.3 The contractor is responsible for the maintenance of the hardware and updating software as needed. The contractor is also responsible for providing supplies related to proper operation of the PC and related hardware (e.g., paper, ink, ribbons, printer cartridges, extra disks, etc).
 - 4.1.4 It is the contract's responsibility to keep the system operational and compatible with the specifications listed above or as specification change.
 - 4.1.5 The contractor shall use the G009 system for all End Item and GFM reporting transactions on a daily basis. In addition, the contractors will access the Internet WEB site daily to receive incoming and outgoing shipping instructions. **NOTE: This applies to Internet users and Mainframe to Mainframe contractors.**
 - 4.1.6 System failures that cannot be corrected within 24 hours shall be reported to the contracting ALC by the fastest means possible.
 - 4.1.7 Point of contact for G009 Assistance is listed in paragraph 4.1.4 of this attachment. Point of contact for DAMES assistance is DAASC (937-656-3227).

5. SYSTEM AUTHORIZATION ACCESS REQUEST (SAAR) FORM : DISA FORM 41

5.1 The following procedures explain how to fill out the DISA Form 41.

- 5.1.1. Check the type request block "INITIAL" and skip to DATE.
- 5.1.2. Complete blocks one through eight and sign the USER SIGNATURE and DATE. Insert your DoDAAC "EZ Number" in block 5.
Have your supervisor complete blocks 19,20,21,and 22
Fill in mailing address in block 34
- 6.1.3 Omit parts II and III
- 6.1.4 Points of contact: The requester will mail or FAX the DISA Form 41 to the appropriate ALCPOC:

**OO-ALC /LGPC
ATTN: MARGI GROVER
6009 WARDLEIGH RD
HILL AFB, UT 84056
COMM: 801-777-2453
DSN: 801-777-2453
FAX: 801-777-5692**

**OC-ALC/ LGPC
ATTN: MIKE ROBINSON
BLDG.3001 POST 2AC494B
TINKER AFB, OK 73145
COMM:405-736-4719
DSN: 405-884-4719
FAX: 405-736-5308**

**WR-ALC/ LGPC
ATTN:KENNETH A ROBINSON
480 2nd STREET, SUITE 200
ROBINS AFB, GA 31098-1640
DSN: 468-2504
COMM:912-926-2504
FAX: 912-926-4241**

- 6.1.5 The user ID on the Internet will be standard for all users. Use lower case letters. Your user ID and Password can be obtained by calling Melanie Wirick 801-605-7184 .

HEADQUARTERS
OGDEN AIR LOGISTICS CENTER
UNITED STATES AIR FORCE
HILL AIR FORCE BASE, UTAH 84056

APPENDIX "C"

DATE:

AF CONTRACT NR

SAFETY INFORMATION

TYPE WORK: ESSENTIAL REPAIR

TYPE EQUIPMENT: LANDING GEAR REPARABLE END ITEMS

SECTION	<u>CONTENTS</u>	PAGE
1	INDUSTRIAL SAFETY REQUIREMENTS	2-3
2	BIBLIOGRAPHY OF PUBLICATIONS/DIRECTIVES	4

PREPARED BY: SEG/GOODSELL/71428/03-005

FD2020-03-24430

APPENDIX C

SECTION 1 - INDUSTRIAL SAFETY REQUIREMENTS

1.1 General Requirements:

1.1.1 The contractor shall protect government property to prevent damage during the period of time the property is under the control or possession of the contractor.

1.1.2 The contractor shall include a clause in all subcontracts to require subcontractors to comply with the safety provision of this contract.

1.1.3 The contractor shall ensure that the safety designed into the system is not degraded by the repair methods or procedures, or changes initiated during work processes associated with this contract.

1.1.4 The contractor shall comply with all safety provisions, e.g. technical specifications, technical publications, etc., referenced in the work requirements of this contract. If performing work on a Government installation, the contractor shall comply with the Safety and Accident Prevention requirements specified in AF FAR SUP 5352.223-9001.

1.1.5 Accident/Incident Reporting and Investigation:

1.1.5.1 The contractor shall report promptly to the Administrative Contracting Officer (ACO) all available facts relating to each instance of damage to government property.

1.1.5.2 When a major mishap (\$20,000 or more) involving government property occurs, the contractor shall immediately secure the accident scene and damaged item or wreckage until released by the accident investigative authority as designated by the contracting ALC Safety Office. Such release will be accomplished through the ACO.

1.1.5.3 If the government elects to conduct an investigation of the accident, the contractor shall cooperate fully and assist government personnel until the investigation is completed.

1.1.5.4 The contractor shall include a clause in each of his applicable subcontracts to require subcontractor's cooperation and assistance in accident reporting and investigation.

PREPARED BY: SEG/GOODSELL/71428/03-005

FD2020-03-24430

APPENDIX C

1.2 Specific Requirements:

1.2.1 Storage of government property shall be provided in accordance with DOD Regulation 4145.19-R-1, paragraphs 6-107, 6-108, 6-109a, 6-110, 6-117, 6-121 and 6-122.

1.2.2 Inspect and maintain hoists, cranes, slings, and other lifting equipment to ensure safe operation:

1.2.2.1 All lifting devices and equipment shall have sufficient capacity for the loads lifted.

1.2.2.2 All lifting devices and equipment shall be labeled to indicate their load capacity.

1.2.2.3 All lifting devices and equipment shall be visually inspected for damage or defects each day before being used.

1.2.3 Welding of aircraft or aerospace equipment will be in accordance with AFOSH Standard 91-5.

1.2.4 The storage and use of paint and dope materials in the vicinity of government property shall be in accordance with the applicable parts of National Fire Protection Association (NFPA) 33.

1.2.5 Flammable liquids in the vicinity of government property shall be handled and stored in accordance with the applicable parts of NFPA 30.

1.2.6 Flammable gas cylinders in the vicinity of government property shall be handled and stored in accordance with the applicable parts of NFPA 51.

1.2.7 Adequate portable or fixed fire extinguishing equipment shall be conspicuously located and readily accessible for immediate use in the event of fire.

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FD2020-03-24430

APPENDIX C

SECTION 2 BIBLIOGRAPHY OF PUBLICATIONS/DIRECTIVES:

The documents listed herein are applicable to the extent required by other provisions of Sections 1. The listed documents of the issue in effect on date of invitation for bid or request for proposal, form a part of the specification to the extent specified herein.

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 30	Flammable and Combustible Liquids Code
NFPA 33	Spray Application Using Flammable and Combustible Materials
NFPA 51	Oxygen-Fuel Gas Systems for Welding, Cutting and Allied Processes
AFOSH STD 91-5	Welding, Cutting and Brazing
DOD Manual 4145.19-R-1	Storage and Materials Handling

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FD2020-03-24430